#### BUENA VISTA COUNTY

## INDEPENDENT AUDITOR'S REPORTS BASIC FINANCIAL STATEMENTS AND SUP PLEMENTARY INFORMATION SCHEDULE OF FINDINGS

JUNE 30, 2007

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#### BUENA VISTA COUNTY

#### <u>OFFICIALS</u>

#### (Before January 2007)

<u>NAME</u>	TITLE	TERM EXPIRES
Jim Gustafson Bill Lanphere	Board of Supervisors Board of Supervisors	Jan. 2007 Jan. 2007 Jan. 2007
Richard Vail Lorna Burnside Herb Crampton	Board of Supervisors Board of Supervisors Board of Supervisors	Jan. 2009 Jan. 2009
Karen Strawn	County Auditor	Jan. 2009
Kathleen Bach	County Treasurer	Jan. 2007
Shari O'Bannon	County Recorder	Jan. 2007
Charles E. Eddy	County Sheriff	Jan. 2009
Philip Havens	County Attorney	Jan. 2007
Kathy Croker	County Assessor	Jan. 2010
	(After January 2007)	ማንግንል
NAME	TITLE	TERM <u>EXPIRES</u>
Lorna Burnside Herb Crampton Dale Arends Ken Hach Paul Merten	Board of Supervisors	Jan. 2009 Jan. 2009 Jan. 2011 Jan. 2011 Jan. 2011
Karen Strawn	County Auditor	Jan. 2009
Kathleen Bach	County Treasurer	Jan. 2011
Shari O'Bannon	County Recorder	Jan. 2011
Charles E. Eddy	County Sheriff	Jan. 2009
Control of the contro	County Chains	
Dave Patton	County Attorney	Jan. 2011

### HUNZELMAN, PUTZIER & CO., PLC CERTIFIED PUBLIC ACCOUNTANTS

JEFFORY B. STARK, C.P.A.
KEITH C. GERMANN, C.P.A.
RICHARD R. MOORE, C.P.A.
WESLEY E. STILLE, C.P.A. (RETIRED)
KENNETH A. PUTZIER, C.P.A. (RETIRED)
W.J. HUNZELMAN, C.P.A. 1921-1997

1100 WEST MILWAUKEE. STORM LAKE, IOWA 50588 712-732-3653 FAX 712-732-3862 info@hpcocpa.com

#### **INDEPENDENT AUDITOR'S REPORT**

To the Officials of Buena Vista County:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Buena Vista County, Iowa, as of and for the year ended June 30, 2007, which collectively comprise the County's basic financial statements listed in the table of contents. These financial statements are the responsibility of Buena Vista County's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinions.

The financial statements referred to above do not include materials and supplies inventory, pertaining primarily to the Special Revenue Funds, which should be included in order to conform to U.S. generally accepted accounting principles. The amounts of such inventory are not determinable.

In our opinion, except for the omission of the materials and supplies inventory, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Buena Vista County at June 30, 2007, and the respective changes in financial position and cash flows, where applicable, for the year then ended in conformity with U.S. generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued our report dated March 19, 2008, on our consideration of Buena Vista County's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

Management's Discussion and Analysis and budgetary comparison information on pages 6 through 11 and 38 through 40 are not required parts of the basic financial statements, but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. We did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Buena Vista County's basic financial statements. We previously audited, in accordance with the standards referred to in the second paragraph of this report, the financial statements for the years ended June 30, 2002 and 2003, (which are not presented herein) and expressed a qualified opinion on those financial statements because of the omission of general fixed assets and materials and supplies inventory. We also previously audited, in accordance with the standards referred to in the second paragraph of this report, the financial statements for the years ended June 30, 2004, June 30, 2005, and June 30, 2006 (none of which are presented herein), and expressed qualified opinions on those financial statements because the materials and supplies inventory was omitted. Other supplementary information included in Schedules 1 through 6, including the Schedule of Expenditures of Federal Awards required by U.S. Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in our audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Hunzelman, Putzler & Co.

March 19, 2008

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

Buena Vista County provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2007. We encourage readers to consider this information in conjunction with the County's financial statements, which follow.

#### 2007 FINANCIAL HIGHLIGHTS

- Buena Vista County's governmental fund revenues decreased \$103,198 or 0.8%, from fiscal FY'06. Charges for services decreased approximately \$24,000, intergovernmental decreased approximately \$74,000, penalty and interest on taxes decreased approximately \$3,000, property taxes increased approximately \$71,000, use of money and property increased by approximately \$190,000, and other general revenues decreased by approximately \$264,000.
- Buena Vista County's governmental fund expenditures increased \$4,068,831 or 29.3% from FY'06. Nearly all of the construction expense for the new Law Enforcement Center occurred in FY'07.
- Buena Vista County's net assets increased \$2,619,777, or approximately 20.7%, from June 30, 2006, to June 30, 2007, due to road construction projects and the purchase of a warehouse.
- Buena Vista County increased property taxes for 2007 by \$55,673, a 1.3% increase. In FY'07, the valuation increased \$5.9 million. The total levy rate increase was .16245.

#### USING THIS ANNUAL REPORT

The annual report consists of a series of financial statements and other information, as follows:

- Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the County's financial activities.
- The Government-wide Financial Statements consist of a Statement of Net Assets and a Statement of Activities. These provide information about the activities of Buena Vista County as a whole and present an overall view of the County's finances.
- The Fund Financial Statements tell how governmental services were financed in the short term as well as what remains for future spending. Fund financial statements report Buena Vista County's operations in more detail than the government-wide statements by providing information about the most significant funds. The remaining statements provide financial information about activities for which Buena Vista County acts solely as an agent or custodian for the benefit of those outside of County government (Agency Funds).
- Notes to Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.
- Required Supplementary Information further explains and supports the financial statements with a comparison of the County's budget for the year.
- Other Supplementary Information provides detailed information about the non-major funds and the individual Agency Funds. In addition, the Schedule of Expenditures of Federal Awards provides details of various programs benefiting the County.

#### REPORTING THE COUNTY'S FINANCIAL ACTIVITIES

Government-wide Financial Statements

One of the most important questions asked about the County's finances is, "Is the County as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities report information that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting and the economic resources measurement focus, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account, regardless of when cash is received or paid.

The Statement of Net Assets presents all of the County's assets and liabilities, with the difference between the two reported as "net assets". Over time, increases or decreases in the County's net assets may serve as a useful indicator of whether the financial position of the County is improving or deteriorating.

The Statement of Activities presents information showing how the County's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will not result in cash flows until future fiscal periods.

The County's governmental activities are presented in the Statement of Net Assets and the Statement of Activities. Governmental activities include public safety and legal services, physical health and social services, mental health, county environment and education, roads and transportation, governmental services to residents, administration, interest on long-term debt, and non-program activities. Property tax and state and federal grants finance most of these activities.

#### Fund Financial Statements

The County has three kinds of funds:

1) Governmental funds account for most of the County's basic services. These focus on how money flows into and out of those funds, and the balances left at year-end that are available for spending. The governmental funds include: 1) the General Fund, 2) the Special Revenue Funds, such as Mental Health, Rural Services and Secondary Roads, 3) the Debt Service Fund, and 4) the Capital Projects Fund. These funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund financial statements provide a detailed, short-term view of the County's general governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the County's programs.

The required financial statements for governmental funds include a balance sheet and a statement of revenues, expenditures, and changes in fund balances.

2) Proprietary funds account for the County's Internal Service Fund, Employee Group Health. Internal Service Funds are an accounting device used to accumulate and allocate costs internally among the County's various functions.

The required financial statements for proprietary funds include a statement of net assets, a statement of revenues, expenses, and changes in fund net assets, and a statement of cash flows.

3) Fiduciary funds are used to report assets held in a trust or agency capacity for others which cannot be used to support the County's own programs. These fiduciary funds include Agency Funds that account for emergency management services and the County Assessor, to name a few.

The required financial statements for fiduciary funds is a statement of fiduciary assets and liabilities.

### REPORTING THE COUNTY'S FINANCIAL ACTIVITIES - (Continued)

Reconciliations between the government-wide financial statements and the fund financial statements follow the fund financial statements.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net Assets of Governmental Activities	course de la Fritz (Fritz Schille Schi	nderek kalandarin krisin disensia dalamin nelakun disensiah New Silandarin Residentik Residentik Residentik Re
norma norma (contractor) y reconstructor of the contractor of the	June	30.
	2007	2006
Current and other assets	\$13,839,185	\$12,312,449
Capital assets	18,973,494	11,957,354
Total assets	32,812,679	24,269,803
Long-term liabilities	9,919,734	5,122,785
Other liabilities	7,647,845	6,603,730
Total liabilities	17,567,579	11,726,515
Net assets		
Invested in capital assets, net of related debt	13,496,202	11,527,765
Restricted	4,210,349	4,558,690
Unrestricted	(2,461,451)	(3,543,167
Total net assets	\$15,245,100	\$12,543,288
Changes in Net Assets of Governmental Activ	gar a sun a	
	Year End	ed June 30,
	<u>2007</u>	<u> 2006</u>
Revenues:		
Program revenues:		
Charges for service	\$ 1,848,783	\$ 1,258,439
Operating grants, contributions, and restricted interest	4,224,766	4,236,179
Capital grants, contributions, and restricted interest General revenues:	1,777,331	2,125,346
	5,981,604	5,912,597
Property tax	27,817	19,647
Penalty and interest on property tax	665,497	655,360
Local option sales tax	294,419	
	474.417	268,629
State tax credits		
Grants and contributions not restricted to specific	•	
Grants and contributions not restricted to specific purposes	18,854	107 470
Grants and contributions not restricted to specific purposes Unrestricted investment earnings	18,854 382,208	
Grants and contributions not restricted to specific purposes Unrestricted investment earnings Other general revenues	18,854 382,208 6,520	354,499
Grants and contributions not restricted to specific purposes Unrestricted investment earnings Other general revenues Total revenues	18,854 382,208	354,499
Grants and contributions not restricted to specific purposes Unrestricted investment earnings Other general revenues Total revenues Program expenses:	18,854 382,208 6,520 15,227,799	354,499 15,018,175
Grants and contributions not restricted to specific purposes Unrestricted investment earnings Other general revenues Total revenues Program expenses: Public safety and legal services	18,854 382,208 6,520 15,227,799 2,301,324	354,499 15,018,175 2,196,418
Grants and contributions not restricted to specific purposes Unrestricted investment earnings Other general revenues Total revenues Program expenses: Public safety and legal services Physical health and social services	18,854 382,208 6,520 15,227,799 2,301,324 1,078,256	354,499 15,018,175 2,196,418 991,033
Grants and contributions not restricted to specific purposes Unrestricted investment earnings Other general revenues Total revenues Program expenses: Public safety and legal services Physical health and social services Mental health	18,854 382,208 6,520 15,227,799 2,301,324 1,078,256 1,502,865	354,499 15,018,175 2,196,418 991,033 1,399,062
Grants and contributions not restricted to specific purposes Unrestricted investment earnings Other general revenues Total revenues Program expenses: Public safety and legal services Physical health and social services	18,854 382,208 6,520 15,227,799 2,301,324 1,078,256	187,479 354,499 15,018,175 2,196,418 991,033 1,399,062 655,844 4,500,391

#### GOVERNMENT-WIDE FINANCIAL ANALYSIS - (Continued)

Governmental services to residents Administration Non-program Interest on long-term debt Total expenses	\$ 523,983 1,884,481 583,342 391,464 12,608,022	\$ 501,020 962,239 1,024,409 203,804 12,434,220
Increase in net assets	2,619,777	2,583,955
Net assets beginning of year, as restated	12,625,323	10,041,368
Net assets end of year	\$15,245,100	\$12,625,323

The cost of all governmental activities this year was \$12,608,022.

As noted earlier, net assets may serve over time as a useful indicator of financial position. Buena Vista County's net assets increased from \$12,625,323 to \$15,245,100. The largest portion of the County's net assets is invested in capital assets (e.g., land, infrastructure, buildings and equipment).

#### INDIVIDUAL MAJOR FUND ANALYSIS

As Buena Vista County completed the year, its governmental funds reported a combined fund balance of \$5,772,367, an increase of \$491,779 above FY'06's total of \$5,280,588.

- From FY'06 to FY'07, General Fund expenditures increased \$139,491, and revenues decreased \$270,119. Included in the expenditures was the purchase of the Expansion Blvd. warehouse.
- Mental Health expenditures increased \$89,603 and revenues decreased \$43,171. The ending fund balance decreased \$77,347.
- Rural Fund expenditures decreased \$11,034, and revenues increased \$47,458. Expenditures on the Comprehensive Plan were less due to the majority of the payments to the consultant having been paid in FY 06. The ending fund balance increased \$557,532. Local option sales tax receipts for the Secondary Road are now received into a separate fund, and are no longer recorded in Rural Basic.
- Secondary Roads Fund expenditures increased \$35,431, and revenues decreased \$59,095. The ending fund balance decreased \$1,152,106. This is the first year of a decline in Road Use Taxes due to the change in the distribution formula. Also, the Local Option Sales Tax distribution formula between the Secondary Road Fund and Rural Basic Fund was voted to change from 70/30% to 60/40%.
- Debt Service Fund expenditures increased \$325,564 and revenue increased \$353,589. The ending fund balance increased \$2,297. The increase of both expenditures and revenues is due to a transition from the original debt schedule for the Hospital GO Bonds, to the new schedule after re-financing, two expenditures for principal and interest, and property tax collections, plus the long term debt proceeds from the advance refunding.

#### **BUDGETARY HIGHLIGHTS**

During FY'07, Buena Vista County amended its budget two times. The first amendment, approved October 24, 2006, included an increase in local option tax receipts (actual and estimated \$197,312), federal grants/entitlements for Secondary Road Fund reimbursements on projects, and the sale of excess equipment, and long term debt proceeds for the law enforcement center (\$4.731,313). The expenditures included a one-time increase in funding of \$15,000 to the Emergency Management Agency, a part-time employee for the Community Services Department (\$11,000), increase of law enforcement center construction from budget to actual, and the

completion of FY'06 (\$485,000) projects in Secondary Roads.

The second amendment, approved May 29, 2007, increased revenue (\$110,000) for mental health clients in the State Payment Program, additional EMS grant funds (\$12,068) for the ambulance service, VA grant funds (\$6,078) from the State of Iowa, and additional election and training expense reimbursement for 4 special elections (\$14,450). Expenditures included \$6,000 for hiring a new sheriff's deputy, \$25,000 housing of jail inmates out of county, \$80,000 juvenile detention; expenditure of the additional EMS grant funds, hiring a new sheriff's deputy, purchase of a new software system in Public Health (\$30,000), distribution of \$15,000 from the Buckingham Estate to the United Community Health Center, expenditure of State Payment Program for MH clients now currently receiving case management services from the county, special elections and PEO training reimbursement, additional election equipment (\$5,000), final payment on the Expansion Blvd warehouse, and FY'06 asphalt projects (\$227,000).

#### CAPITAL ASSETS AND DEBT ADMINISTRATION

#### Capital Assets

At June 30, 2007, Buena Vista County had approximately \$19.0 million invested in a broad range of capital assets, including public safety equipment, buildings, park facilities, roads, and bridges. This is a net increase (including additions and deletions) of approximately \$7,000,000, or 58.3 percent over last year.

## Capital Assets of Governmental Activities at Year End (Expressed in Thousands)

	June 30		
	<u>2007</u>	<u> 2006</u>	
Land	\$ 663	\$ 564	
Construction in progress	7,465	1,929	
Buildings and improvements	2,000	907	
Equipment and vehicles	7,012	4,290	
Infrastructure	6,057	<u>4,267</u>	
Total	\$23,197	\$11,957	

The County had depreciation expense of \$617,276 in FY'07 and total accumulated depreciation of \$4,223,524 at June 30, 2007.

More detailed information about the County's capital assets is presented in Note 5 to the financial statements.

#### Long Term Debt

The County's FY'06 statutory debt limit was 5% of the assessed valuation, or \$49,323,643. At June 30, 2007, Buena Vista County had \$9,130,875 in outstanding general obligation bonds, or 19.3% of capacity. The County doesn't have a current Moody's rating.

Other obligations include accrued vacation pay and compensatory time, and drainage district warrants. Additional information about the County's long-term debt is presented in Note 8 to the financial statements.

#### ECONOMIC FACTS AND NEXT YEAR'S BUDGET AND RATES

According to Iowa Workforce Development, the 2007 population of Buena Vista County was estimated at 19,776 with an unemployment rate of 3.4% at the end of FY'07. It was up by .3% since 2005. The most recent average wage information was for 2006 - \$27,146.

A significant factor in developing the budget was that the expenses for the operation of the new Law Enforcement Center were made with no actual history. Changes are anticipated before the end of FY'08, and also in FY'09. \$40,000 new expenditures have been budgeted for the new program – Time of Transfer. Cost of fuel increases has caused increase to the snow removal services. One fulltime employee and one part-time employee were added, and courthouse renovation expenses as well.

The total levy rate for FY'09 was kept at \$10.52595/thous., the same as FY'08. The countywide rate increased \$.21185/thous, and the rural basic rate was down \$.21185/thous.

#### CONTACTING THE COUNTY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of Buena Vista County's finances and to show the County's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Buena Vista County Auditor's Office, 215 E. 5<sup>th</sup> St., P.O. Box 220, Storm Lake, Iowa, 50588.

#### Exhibit A

#### BUENA VISTA COUNTY STATEMENT OF NET ASSETS JUNE 30, 2007

	Governmental <u>Activities</u>
<u>ASSETS</u>	d
Cash and pooled investments	\$ 6,425,888
Receivables:	
Property tax:	~ ~ ~ ~
Delinquent, net of \$17,911 allowance	9,313
Succeeding year	6,370,140
Interest and penalty on property tax, net of \$95,754 allowance	1,338
Accounts	272,006
Accrued interest	29,041
Drainage assessments	189,811
Due from other governments	425,347
Prepaid insurance	116,301
Capital assets (net of accumulated depreciation)	18,973,494
Total assets	32,812,679
LIABILITIES	
Accounts payable	927,812
Accrued interest payable	58.982
Salaries and benefits payable	75,115
Due to other governments	154,193
Deferred revenue:	,
Succeeding year property tax	6,370,140
Other	61,603
Long-term liabilities:	
Portion due or payable within one year:	
General obligation bonds	785,529
Compensated absences	394,566
Portion due or payable after one year:	
General obligation bonds and notes	8,345,346
Drainage warrants/drainage improvement certificates payable	394,293
Total liabilities	17,567,579
NET ASSETS	
Invested in capital assets, net of related debt	13,496,202
Restricted for:	
Supplemental levy purposes	425,887
Secondary roads purposes	1,545,159
Debt service	26,564
Other purposes	2,212,739
Unrestricted (Note 17)	(2,461,451)
Total net assets	\$ 15,245,100

#### BUENA VISTA COUNTY STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2007

		Program Revenues						
Functions/Programs	Contributions		Operating Grants, Contributions, and Restricted Interest	Capital Grants, Contributions, and Restricted Interest	Net (Expense) Revenue and Changes in Net Assets			
Governmental activities:								
Public safety and legal services	\$ 2,301,324	\$ 353,979	\$ 88,346	\$ -	\$ (1,858,999)			
Physical health and social services	1,078,256	388,921	365,316	Ψ -	(324,019)			
Mental health	1.502.865	64,117	1,012,801	-	(425,947)			
County environment and education	629,301	27,157	20,998	**	(581,146)			
Roads and transportation	3,713,006	467,890	2,710,073	1,629,912	1,094,869			
Governmental services to residents	523,983	419,347	21.091	-,0,-,-	(83,545)			
Administration	1.884,481	115,810	4,571	w.	(1,764,100)			
Non-program	583,342	11,562	1,570	147,419	(422,791)			
Interest on long-term debt	391,464	-	-	*	(391,464)			
Total	\$12,608,022	\$ 1,848.783	\$ 4,224,766	\$ 1,777,331	(4,757,142)			
General Revenues:								
Property and other county tax levied for:								
General purposes					5,044,098			
Deht service					937,506			
Penalty and interest on property tax					27,817			
State tax credits					294,419			
Local option sales tax					665,497			
Grants and contributions not restricted to								
specific purposes					18,854			
Unrestricted investment earnings					382,208			
Miscellaneous					6,520			
Total general revenues					7,376,919			
Change in net assets					2,619,777			
Not assets beginning of year					12,625,323			
Net assets end of year					\$ 15.245,100			

#### BUENA VISTA COUNTY BALANCE SHEET GOVERNMENTAL FUNDS

.H	ME	30	2007

Ār.			Special Revenue							
			Mental	Rura	.]	Secondary	Debt	Capital		
	Gene	ral	<u>Health</u>	Servic	es	Roads	<u>Service</u>	<b>Projects</b>	Nonmajor	<u>Total</u>
<u>ASSETS</u>										
Cash and pooled investments	\$ 1,459	7,779	\$ 471,533	\$ 736,	617	\$1,739,299	\$ 60,913	\$1,201,632	\$ 504,950	\$ 6,174,725
Receivables:										
Property tax:										
Delinquent		5,649	2,386	,	411	-	4,778	-	*	27,224
Succeeding year	3,580		513,218	3 1,248,	356		1,027,668	~	~	6,370.140
Interest and penalty on property tax		7,092	<del>-</del>	**		~		=		97,092
Accounts		,409	10,892	2 58,	767	95,406	-	~	45,499	271,973
Accrued interest		,581		-		-	-	6,169	482	28,232
Drainage assessments			-	~		-	~	-	189,811	189,811
Due from other governments		,455	15,12			284,280	a-c.	952	33,391	425,347
Prepaid expenses	a sa tagasana tan propi	3,840	4,76		190	18,608				104,405
Total assets	\$ 5,387	7,703	\$ 1,017,925	\$2,069,	483	\$2,137,593	\$1,093,359	\$1,208,753	\$ 774,133	\$13,688.949
LIABILITIES AND FUND BALANCES										
Liabilities:										
Accounts payable	\$ 73	3,208	\$ 22,201	\$ 8,3	235	\$ 405,908	\$ -	\$ 403,370	<b>§</b> 735	\$ 913.657
Interest payable			_			~		-	27,719	27,719
Salaries and benefits payable	37	,704	7,311	3.0	337	26,763		~	~	75.115
Due to other governments	16	0,013	142,023	;	392	1,745	.va	20		154,193
Deferred revenue:			,			,				10 1(1)
Succeeding year property tax	3,580	,898	513,218	1,248,3	356	_	1,027,668	-	_	6,370,140
Other	113	,538	2,359			33,230	4,723	•	189,811	375,758
Total habilities	3,815	,361	687,112	The second of th	·	467,646	1,032,391	403.390	218,265	7,916,582
Fund balances:										
Reserved for:										
Supplemental levy purposes	424	.934		(	953					435 667
Prepaids		,840	4,767		.90 190	18,608		2	~	425,887
Future expenditures		30 10	~,,o,	·		10,000	-			104,405
Unreserved, reported in:				_		-	~	^	78,078	78,078
General fund	1,068	568								1.000.000
Special revenue funds	1,000	-,	326,046	773,9	)77	1,651,339	<b>~</b>	•	- 477,790	1,068.568 3,229,098
Debt service fund		_	320,040	· // 2,3	<i>-</i>	1,00 (,007	60,968	•	477,790	
Capital projects fund		~	-	-		- -	90,200	805,363	~	60,968 805,363
Total fund balances	1,572	3.47	330,813	777,0	166	1,669,947	60 000		CCC 040	
Total liabilities and fund balances	·			·			60.968	805,363	555,868	5,772,367
rotal nationities and fund balances	\$ 5,387	./95	\$ 1,017.925	\$2,069.4	684	\$2,137,593	\$1,093,359	\$1,208,753	\$ 774,133	\$13,688,949

# BUENA VISTA COUNTY RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS TO THE STATEMENT OF NET ASSETS

JUNE 30, 2007 Exhibit D

Total governmental fund balances	\$ 5,772,367
Amounts reported for governmental activities in the Statement of Net Assets are different because:	
Capital assets, used in governmental activities, are not current financial resources and, therefore, are not reported in the funds. The cost of assets is \$23,197,018 and the accumulated depreciation is \$4,223,524.	18,973,494
Other long-term assets are not available to pay current period expenditures and, therefore, are deferred in the funds.	326,286
The allowance for uncollectible accounts receivable is not reported in the funds.	(113,665)
The Internal Service Fund is used by management to charge the costs of partial self funding of the County's health insurance benefit plan to individual funds. The assets and liabilities of the Internal Service Fund are included in governmental activities in the Statement of Net Assets.	237,615
Long-term liabilities, including notes payable, accrued interest payable, compensated absences payable, and drainage warrants payable, are not due and payable in the current period and, therefore, are not reported in the funds.	(9,950,997)
Net assets of governmental activities	\$15,245,100

## BUENA VISTA COUNTY STATEMENT OF REVENUES, EXPENDITURES, AND

## CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS YEAR ENDED JUNE 30, 2007

Exhibit

		Special Revenue						
		Mental	Rural	Secondary	Debt	Capital		
	<u>General</u>	<u>Health</u>	Services	Roads	Service	Projects	Nonmajor	<u>Total</u>
Revenues:								
Property and other County tax	\$ 3,446,846	\$ 383,169	\$1,482,635	\$ -	\$ 936,664	\$ -	\$ 399,298	\$6,648,617
Interest and penalty on property tax	43,470	-	-	*	~	-	wi	43,471
Intergovernmental	849,174	1,020,598	63,840	3,007,190	45,973	-	11,745	4,998,521
Licenses and permits	24,387	~	1,695	2,955	>-	-	•	29,031
Charges for service	471,814	9,434	4,500	90,123	•	-	24,965	600,831
Use of money and property	262,915	-	4,700	~	•	149,987	13,096	430,691
Miscellaneous	10,633	6,083	3,230	65,362	-	952	148,835	235,09:
Total revenues	5,109,239	1,419,284	1,560,600	3,165.630	982,637	150,939	597,939	12,986,261
Expenditures: Operating:								
Public safety and legal services	2,057,592	<b></b>	150,498	•	~	-	-	2,208,090
Physical health and social services	1,026,604	*	~	Ü		-	30,000	1,056,604
Mental health		1,496,631	_	-	-	-		1,496,63
County environment and education	296,570	· · ·	311,260	.**	-	2	*	607,830
Roads and transportation	3,984	*	-	3,618,309	-	-	_	3,622,290
Governmental services to residents	507,895	-	4,264	, <u>.</u>	_	-	*	512,159
Administration	1,046,024	_		*	~	-	1.503	1,047,52
Non-program	32,984	-	_	1,722,467	-	-	206,447	1.961,891
Debt service	70,830	-	_	*	980,340		_	1.051,170
Capital projects	255,223	An	<u> -</u>	-		4,137,886	_	4,393,109
Total expenditures	5,297,706	1,496,631	466,022	5,340,776	980,340	4,137,886	237,950	17,957,31
	and produced in the second		100,022	2,010,770	50000	7,107,000	4,37,33	17,721,311
Excess (deficiency) of revenues over expenditures	(188,467)	(77,347)	1,094,578	(2,175,146)	2,297	(3,986,947)	359,989	(4,971.04)
Other financing sources (uses):								
Sale of capital assets	372	_	-	31.089	_	-	n/e	31.461
Operating transfers in (out)	(156,543)	wh.	(537,046)	991.951	~	103,065	(401,427)	
General obligation note proceeds	710,300	•	~	*	-	<u> </u>	-	710,30(
General obligation bond proceeds, net of \$68,687 discount	-		~	<u>.</u>	~	4,731,313		4,731,313
Proceeds from refunding bonds escrow account	44	***	<b>~</b>	-	489,825	-	_	489.825
Payment to refunding bonds escrow agent	•••	_	_	<b>\</b>	(489,825)	~		(489,825
Drainage district warrants	-4	_			(,05,020)	~	(10,252)	(10,252
Total other financing sources (uses)	554,129	_	(537,046)	1,023,040	*	4,834,378	(411,679)	5,462,822
	22 19122	<del></del>	(037,070)	1,021,070	***************************************	1,000,00	141110117	3,702,021
Not change in fund balances	365,662	(77,347)	557,532	(1,152,106)	2,297	847,431	(51,690)	491,775
Fund balances, beginning of year	1,206,680	408,160	219,534	2,822,053	58,671	(42,068)	607,558	5,280.588
Fund balances, end of year	\$ 1,572,342	\$ 330,813	\$ 777,066	\$ 1,669,947	\$ 60,968	\$ 805,363	\$ 555.868	\$5,772,367

# BUENA VISTA COUNTY RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2007

Exhibit F

Net change in fund balances - Total governmental funds		\$ 491,779
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets. Capital outlay expenditures and contributed capital assets exceeded depreciation expense in the current year as follows:		
Expenditures for capital assets Capital assets contributed by the Iowa Department of Transportation Depreciation expense	\$6,293,834 1,336,956 (617,276)	7,013,514
In the Statement of Activities, the loss on the disposition of capital assets is reported whereas the governmental funds report the proceeds from the sale as an increase in financial resources.		(20,387)
Because some revenues will not be collected for several months after the County's year end, they are not considered available revenues and are deferred in the governmental funds as follows:		
Property tax Other	48,000 (50,517)	(2,517)
The increase in the allowance for uncollectible accounts receivable is not reported in the fund financial statements:		(65,164)
Proceeds from issuing long-term liabilities provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Assets. Repayment of long-term liabilities is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Assets. Current year issues exceeded repayments as follows:		
Issued Repaid general obligation Repaid drainage district warrants Amortization of deferred charges Amortization of discount on long-term debt	(5,441,613) 721,799 10,252 (21,324) (2,890)	(4,733,776)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds, as follows:		
Compensated absences Interest on long-term debt	(63,174) (18.030)	(81,204)
The Internal Service Fund is used by management to charge the costs of employee health benefits to individual funds. The change in net assets of		
the Internal Service Fund is reported with governmental activities.		17,532
Change in net assets of governmental activities		\$2,619,777

#### BUENA VISTA COUNTY STATEMENT OF NET ASSETS PROPRIETARY FUND JUNE 30, 2007

Exhibit G

	Internal Service- Employee Group
	<u>Health</u>
ASSETS	
Cash and cash equivalents	\$ 251,163
Interest receivable	809
Prepaid expense	72,195
Other receivables	33
Total assets	324,200
LIABILITIES	
Accounts payable	14,155
Deferred revenue	72,430
Total liabilities	86,585
NET ASSETS	
Unrestricted	\$ 237,615

# BUENA VISTA COUNTY STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET ASSETS PROPRIETARY FUND YEAR ENDED JUNE 30, 2007

Exhibit H

	Internal
	Service-
	Employee
	Group
	<u>Health</u>
Operating revenues:	
Reimbursements from operating funds	\$ 669,459
Reimbursements from employees	305,221
Total operating revenues	974,680
Operating expenses:	
Medical claims and administrative fees	966,153
Operating income	8,527
Non-operating revenues:	
Interest income	9,005
Net income	17,532
Net assets beginning of year	220,083
Net assets end of year	\$ 237,615

#### BUENA VISTA COUNTY STATEMENT OF CASH FLOWS PROPRIETARY FUND YEAR ENDED JUNE 30, 2007

Exhibit I

	Internal
	Service-
	Employee
	Group
	<u>Health</u>
Cash flows from operating activities:	
Cash received from operating fund reimbursements and employees	\$ 977,538
Cash payments for medical claims and administrative fees	(955,826)
Net cash provided by operating activities	21,712
Cash flows from investing activities:	
Interest on investments	8,659
Net increase in cash and cash equivalents	30,371
Cash and cash equivalents, beginning of year	220,792
Cash and cash equivalents, end of year	\$ 251,163
Reconciliation of operating income to net cash	
provided by operating activities:	
Operating income	\$ 8,527
Adjustments to reconcile operating income to net	
cash provided by operating activities:	
Increase in accounts receivable	(33)
Increase in prepaid expense	(3,259)
Increase in accounts payable	13,586
Increase in deferred revenue	2,891
Net cash provided by operating activities	\$ 21,712

# BUENA VISTA COUNTY STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES AGENCY FUNDS

#### JUNE 30, 2007

Exhibit J

ASSETS	
Cash and pooled investments:	
County treasurer	\$ 1,500,063
Other County officials	61,405
Receivables:	
Property tax:	
Delinquent	83.083
Succeeding year	16,041,918
Accounts	35,421
Due from other governments	41,831
Total assets	17,763.721
LIABILITIES	
Accounts payable	135,919
Salaries and benefits payable	~
Due to other governments	17,595,344
Trusts payable	32,458
Total liabilities	17,763,721

Net Assets

#### (1) Summary of Significant Accounting Policies

Buena Vista County is a political subdivision of the State of Iowa and operates under the Home Rule provisions of the Constitution of Iowa. The County operates under the Board of Supervisors form of government. Elections are on a partisan basis. Other elected officials operate independently with the Board of Supervisors. These officials are the Auditor, Treasurer, Recorder, Sheriff, and Attorney. The County provides numerous services to citizens, including law enforcement, health and social services, parks and cultural activities, planning and zoning, roadway construction and maintenance, and general administrative services.

The County's financial statements are prepared in conformity with U.S. generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board.

#### A. Reporting Entity

For financial reporting purposes, Buena Vista County has included all funds, organizations, agencies, boards, commissions, and authorities. The County has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the County are such that exclusion would cause the County's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the County to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on, the County.

These financial statements present Buena Vista County (the primary government) and its component units. The component units discussed below are included in the County's reporting entity because of the significance of their operational or financial relationships with the County.

<u>Blended Component Units</u> - The following component units are entities which are legally separate from the County, but are so intertwined with the County that they are, in substance, the same as the County. They are reported as part of the County and blended into the appropriate funds.

Two hundred forty-three drainage districts have been established pursuant to Chapter 468 of the Code of Iowa for the drainage of surface waters from agricultural and other lands or the protection of such lands from overflow. Although these districts are legally separate from the County, they are controlled, managed, and supervised by the Buena Vista County Board of Supervisors. The drainage districts are reported as a Special Revenue Fund. Financial information of the individual drainage districts can be obtained from the Buena Vista County Auditor's office.

Jointly Governed Organizations -The County participates in several jointly governed organizations that provide goods or services to the citizenry of the County but do not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. The County Board of Supervisors are members of or appoint representatives to the following boards and commissions: Buena Vista County Assessor's Conference Board, Buena Vista County Joint Disaster Services Commission, Buena Vista County Empowerment Board, Buena Vista County Solid Waste Commission, Northwest Iowa Multi-county Regional Juvenile Detention Center, and Buena Vista County E911 Service Board. Financial transactions of these organizations are included in the County's financial statements only to the extent of the County's fiduciary relationship with the organization and, as such, are reported in the Agency Funds of the County.

#### (1) Summary of Significant Accounting Policies - (Continued)

#### B. Basis of Presentation

Government-wide Financial Statements - The Statement of Net Assets and the Statement of Activities report information on all of the nonfiduciary activities of the County and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities are supported by property tax, intergovernmental revenues, and other non-exchange transactions.

The Statement of Net Assets presents the County's nonfiduciary assets and liabilities, with the difference reported as net assets. Net assets are reported in three categories.

Invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation and reduced by outstanding balances for bonds, notes, and other debt attributable to the acquisition, construction, or improvement of those assets.

Restricted net assets result when constraints placed on net asset use are either externally imposed or imposed by law through constitutional provisions or enabling legislation.

Unrestricted net assets consist of net assets that do not meet the definition of the two preceding categories. Unrestricted net assets often have constraints on resources imposed by management which can be removed or modified.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those clearly identifiable with a specific function. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and (2) grants, contributions, and interest restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program revenues are reported instead as general revenues.

<u>Fund Financial Statements</u> - Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds.

The County reports the following major governmental funds:

The General Fund is the general operating fund of the County. All general tax revenues and other revenues not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid from other funds.

#### Special Revenue:

The Mental Health Fund is used to account for property tax and other revenues designated to be used to fund mental health, mental retardation, and developmental disabilities services.

The Rural Services Fund is used to account for property tax and other revenues to provide services which are primarily intended to benefit those persons residing in the county outside of incorporated city areas.

#### (1) Summary of Significant Accounting Policies - (Continued)

#### B. Basis of Presentation - (Continued)

The Secondary Roads Fund is used to account for secondary road construction and maintenance.

The Debt Service Fund is utilized to account for the payment of interest and principal on the County's general long-term debt.

The Capital Projects Fund is used to account for all resources used in the acquisition and construction of capital facilities.

Additionally, the County reports the following funds:

Proprietary Fund - An Internal Service Fund is utilized to account for the financing of goods or services purchased by one department of the County and provided to other departments or agencies on a cost reimbursement basis.

Fiduciary Funds - Agency Funds are used to account for assets held by the County as an agent for individuals, private organizations, certain jointly governed organizations, other governmental units and/or other funds.

#### C. Measurement Focus and Basis of Accounting

The government-wide, proprietary fund, and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property tax is recognized as revenue in the year for which it is levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been satisfied.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days after year end. A one-year availability period is used for revenue recognition for all other governmental fund revenues.

Property tax, intergovernmental revenues (shared revenues, grants and reimbursements from other governments), and interest are considered to be susceptible to accrual. All other revenue items are considered to be measurable and available only when cash is received by the County.

Expenditures generally are recorded when a liability is incurred, as under account accounting. However, principal and interest on long-term debt, claims and judgments, and compensated absences are recorded as expenditures only when payment is due. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Under the terms of grant agreements, the County funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net assets available to finance the program. It is the County's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants, and then by general revenues.

#### (1) Summary of Significant Accounting Policies - (Continued)

#### C. Measurement Focus and Basis of Accounting - (Continued)

The proprietary fund of the County applies all applicable GASB pronouncements, as well as the following pronouncements issued on or before November 30, 1989, unless these pronouncements conflict with or contradict GASB pronouncements: Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins of the Committee on Accounting Procedure.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenue of the County's Internal Service Fund is charges to customers for sales and services. Operating expenses for Internal Service Funds include the cost of services and administrative expenses. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The County maintains its financial records on the cash basis. The financial statements of the County are prepared by making memorandum adjusting entries to the cash basis financial records.

#### D. Assets, Liabilities, and Fund Equity

The following accounting policies are followed in preparing the financial statements:

Cash, Pooled Investments, and Cash Equivalents - The cash balances of most County funds are pooled and invested. Interest earned on investments is recorded in the General Fund, unless otherwise provided by law. Investments are stated at fair value except for the investment in the Iowa Public Agency Investment Trust, which is valued at amortized cost, and non-negotiable certificates of deposit, which are stated at cost.

For purposes of the statement of cash flows, all short-term cash investments that are highly liquid are considered to be cash equivalents. Cash equivalents are readily convertible to known amounts of cash and, at the day of purchase, they have a maturity date no longer than three months.

<u>Property Tax Receivable</u> - Property tax in governmental funds is accounted for using the modified accrual basis of accounting.

Property tax receivable is recognized in these funds on the levy or lien date, which is the date the tax asking is certified by the County Board of Supervisors. Delinquent property tax receivable represents unpaid taxes for the current and prior years. The succeeding year property tax receivable represents taxes certified by the Board of Supervisors to be collected in the next fiscal year for the purposes set out in the budget for the next fiscal year. By statute, the Board of Supervisors is required to certify its budget in March of each year for the subsequent fiscal year. However, by statute, the tax asking and budget certification for the following fiscal year becomes effective on the first day of that year. Although the succeeding year property tax receivable has been recorded, the related revenue is deferred in both the government-wide and fund financial statements and will not be recognized as revenue until the year for which it is levied.

#### (1) Summary of Significant Accounting Policies - (Continued)

#### D. Assets, Liabilities, and Fund Equity - (Continued)

Property tax revenues recognized in these funds become due and collectible in September and March of the fiscal year with a 1.5% per month penalty for delinquent payments; is based on January 1, 2005, assessed property valuations; is for the tax accrual period July 1, 2006, through June 30, 2007; and reflects the tax asking contained in the budget certified by the County Board of Supervisors in March 2006.

<u>Interest and Penalty on Property Tax Receivable</u> - Interest and penalty on property tax receivable represents the amount of interest and penalty that was due and payable but has not been collected.

<u>Drainage Assessments Receivable</u> - Drainage assessments receivable represent amounts assessed to individuals for work done on drainage districts which benefit their property. These assessments are payable by individuals in not less than ten nor more than twenty annual installments. Each annual installment with interest on the unpaid balance is due on September 30 and is subject to the same interest and penalties as other taxes. Drainage assessments receivable represent assessments which are payable but not yet due.

<u>Due from Other Governments</u> - Due from other governments represents amounts due from the State of Iowa, various shared revenues, grants, and reimbursements from other governments.

Capital Assets - Capital assets, which include property, equipment and vehicles, and infrastructure assets (e.g., roads, bridges, curbs, gutters, sidewalks, and similar items which are immovable and of value only to the County), are reported in the governmental activities column in the government-wide Statement of Net Assets. Capital assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repair that do not add to the value of the asset or materially extend asset life are not capitalized. Reportable capital assets are defined by the County as assets with initial individual costs in excess of the following thresholds, and estimated useful lives in excess of two years.

Asset Class	Amount
Infrastructure	\$65,000
Land, buildings, and improvements	25,000
Equipment and vehicles	5,000

Capital assets of the County are depreciated using the straight line method over the following estimated useful lives:

Asset Class	Estimated Useful Lives ( <u>In Years</u> )
Buildings	50
Building improvements	50
Infrastructure	65
Equipment	5-20
Vehicles	4-15

#### (1) Summary of Significant Accounting Policies - (Continued)

#### D. Assets, Liabilities, and Fund Equity - (Continued)

<u>Due to Other Governments</u> - Due to other governments represents taxes and other revenues collected by the County and payments for services which will be remitted to other governments.

<u>Trusts Payable</u> - Trusts payable represents amounts due to others which are held by various County officials in fiduciary capacities until the underlying legal matters are resolved.

<u>Deferred Revenue</u> - Although certain revenues are measurable, they are not available. Available means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. Deferred revenue in the governmental fund financial statements represents the amount of assets that have been recognized, but the related revenue has not been recognized since the assets are not collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. Deferred revenue consists of succeeding year property tax receivable, as well as delinquent property tax receivables not collected within sixty days after year end.

Compensated Absences - County employees accumulate a limited amount of earned but unused vacation and compensatory hours for subsequent use or for payment upon termination, death, or retirement. A liability is recorded when incurred in the government-wide, proprietary fund, and fiduciary fund financial statements. A liability for these amounts is reported in governmental fund financial statements only for employees who have resigned or retired. The compensated absences liability has been computed based on rates of pay in effect at June 30, 2007. The compensated absences liability attributable to the governmental activities will be paid primarily by the General, Mental Health, Rural Services, and Secondary Roads Funds.

<u>Long-term Liabilities</u> - In the government-wide and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities or proprietary fund Statement of Net Assets. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the governmental fund financial statements, the face amount of debt issued is reported as other financing sources. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

<u>Fund Equity</u> - In the governmental fund financial statements, reservations of fund balance are reported for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

#### (1) Summary of Significant Accounting Policies - (Continued)

#### D. Assets, Liabilities, and Fund Equity - (Continued)

<u>Net Assets</u> - The net assets of the Employee Group Health Fund is designated for anticipated future catastrophic losses of the County.

#### E. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Required Supplementary Information. During the year ended June 30, 2007, disbursements did not exceed the amounts budgeted in any functions.

#### (2) Cash and Pooled Investments

The County's deposits in banks at June 30, 2007, were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The County is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the Board of Supervisors; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

Investments are stated at fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates.

The County's investments at June 30, 2007, are as follows:

Type	<u>Value</u>
Drainage warrants	\$1,509

Fair

In addition, the County had investments in the Iowa Public Agency Investment Trust which are valued at an amortized cost of \$66,240 pursuant to Rule 2a-7 under the Investment Company Act of 1940.

Interest rate risk - The County's investment policy limits the investment of operating funds (funds expected to be expended in the current budget year or within 15 months of receipt) to instruments that mature within 397 days. Funds not identified as operating funds may be invested in investments with maturities longer than 397 days, but the maturities shall be consistent with the needs and use of the County.

Credit risk - The investment in Iowa Public Agency Investment Trust is unrated.

Concentration of credit risk - The County places no limit on the amount that may be invested in any one issuer.

#### (3) Landfill Agreement

The County participates in an agreement with Buena Vista County Solid Waste Commission, a political subdivision created under Chapter 28E of the Code of Iowa. The purpose of the Commission includes providing economic disposal of solid waste produced or generated within the county. Payments to that commission totaled \$149.978 during the year ended June 30, 2007.

The County has guaranteed closure and post-closure costs of the landfill as per Chapter 567-113.14(6f) of the Iowa Administrative Code. The total costs have been estimated at approximately \$138,225 and \$895,500, respectively. The landfill was closed September 30, 2007.

#### (4) Interfund Transfers

The detail of interfund transfers for the year ended June 30, 2007, is as follows:

Transfer to	Transfer from	A	mount
Special Revenue:			
Secondary Roads	General	\$	52,373
	Special Revenue:		
	Rural Services		537,046
	Local Option Secondary Roads		402,532
			991,951
Conservation Land Acquisition	General		1,105
Capital Projects	General		103,065
Total		<u>\$1,</u>	096,121

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to expend the resources.

#### (5) Capital Assets

Capital assets activity for the year ended June 30, 2007, was as follows:

	Balance Beginning <u>of Year</u>	Increases	Decreases	Balance End <u>of Year</u>
Governmental activities: Capital assets not being depreciated:				
Land	\$ 564,022	\$ 98,592	\$ -	\$ 662,614
Construction in progress	1,929,125	6,545,108	1,009,039	7,465,194
Total capital assets not being depreciated	2,493,147	6,643,700	1.009,039	8,127,808

(5) Capital Assets - (Continued)	Balance Beginning <u>of Year</u>	Increases	<u>Decreases</u>	Balance End <u>of Year</u>
Capital assets being depreciated: Buildings	\$ 1,833,585	\$ 166,440	\$ -	\$ 2,000,025
Equipment and vehicles	6,868,366	359,139	(215,362)	7,012,143
Infrastructure	4,522,748	1,534,294	(21.0,004)	6,057,042
Total capital assets being depreciated	13,224,699	2,059,873	(215,362)	15,069,210
Less: accumulated depreciation for:				
Buildings	926,753	40,383	-	967,136
Equipment and vehicles	2,523,271	406,320	(131,231)	2,798,360
Infrastructure	287,455	170,573	THE STATE OF THE PROPERTY OF THE STATE OF TH	458,028
Total accumulated depreciation	3,737,479	617,276	(131,231)	4,223,524
Total capital assets being depreciated, net	9,487,220	1,442,597	(84,131)	10,845,686
Governmental activities capital assets, ne	t \$11,980,367	\$7,077,258	\$ (84,131)	\$18,973,494
Depreciation expense was charged to the	following functions	; ·		
Governmental activities:				
Public safety and legal services				\$ 96.577
Physical health and social services	}			14,325
Mental health				3,244
County environment and education	1			63,839
Roads and transportation	_			380,115
Governmental services to residents	S			13,620
Administration	. Commence for the commence	20		<u>45,556</u> \$617,276
Total depreciation expense - go	vermiental activitie	<b>5</b> 8		<u> </u>

#### (6) Due to Other Governments

The County purchases services from other governmental units and also acts as a fee and tax collection agent for various governmental units. The Agency Fund collections also include accruals of property tax for the succeeding year. Tax collections are remitted to those governments in the month following collection. A summary of amounts due to other governments is as follows:

<u>Fund</u>	Description		Amount
General	Services	\$ 10,013	
Capital Projects	Services		\$ 10,033
Special Revenue:			
Rural Services	Services	\$ 392	
Secondary Roads		1,745	
Mental Health		142,023	144,160
Total for governmental funds			\$ 154,193
Agency:			
County Assessor	Collections		\$ 943,615
Auto License and Use Tax			364,176
Community Colleges			477,890
Corporations			4,073,889

#### (6) Due to Other Governments - (Continued)

<u>Fund</u>	Description	Amount
Agency (Continued):	Callantiana	\$10,463,946
Schools All other	Collections	1,271,828
Total for agency funds		\$17,595, <u>344</u>

#### (7) Special Revenue - Due From Other Governments

Included in this balance is \$28,686 which represents an unsecured promissory note due from the Buena Vista County Solid Waste Commission. This interest-free loan is due in annual installments of \$4,700 due August 1 each year until August 1, 2012, when the remaining principal balance shall be paid in full.

#### (8) Changes in Long-Term Liabilities

A summary of changes in long-term liabilities for the year ended June 30, 2007, is as follows:

	Balance beginning <u>of year</u>	<u>Increases</u>	<u>Decreases</u>	Balance, end of year	Due within one year
Drainage warrants/improvement					
certificates/drainage district					
deficit balances	\$ 404,545	\$ -	\$ 10,252	\$ 394,293	5 -
General obligation bonds	4,619,588	5,510,300	721.799	9,408,089	785,529
Deferred charges on refinanced debt	(232,741)	21,324	val	(211,417)	•
Bond discount on LEC bonds		2,890	68,687	(65,797)	
Compensated absences	<u> 331,392</u>	63,174	AT ME AND ENGINEERS TO THE STATE OF THE STAT	<u> 394,566</u>	394,566
Total	\$5,122,784	\$5,597,688	\$800,738	\$9,919,734	\$1,180,095

#### A. Bonds Payable

A summary of the County's June 30, 2007, general obligation bonded indebtedness is as follows:

Year Ending June 30,	Interest <u>Rates</u>	Principal	Interest	Total
2008	2.00 - 4.18	\$ 785,529	\$ 372,817	\$ 1,158,346
2009	2.00 - 4.05	800,560	344,996	1,145,556
2010	3.25 - 4.05	702,000	315,894	1,017,894
2011	3.30 - 4.10	615,000	292,837	907,837
2012	3.375 - 4.15	635,000	270,702	905,702
2013-2017	3.80 - 4.40	3,225,000	996,006	4,221,006
2018-2022	4.45 - 4.625	1,335,000	498,284	1,833,284
2023-2026	4.65 - 4.80	1,310,000	159,201	1,469,201
Total		\$9,408,089	\$3,250,737	\$12,658,826

During the year ended June 30, 2007, the County issued \$5,510,300 in general obligation debt and retired \$721,799 of general obligation debt.

#### (8) Changes in Long-Term Liabilities - (Continued)

#### A. Bonds Payable - (Continued)

On September 1, 1997, Buena Vista County issued \$6,000,000 of general obligation bonds to pay for remodeling and construction at Buena Vista Regional Medical Center. The county has a property tax levy to pay the principal and interest on these bonds. During the year ended June 30, 2005, the County entered into an escrow agreement whereby the proceeds from general obligation refunding bonds were converted into U.S. Securities. These securities and additional cash were placed in an escrow account for the express purpose of paying the principal and interest on the refunded general obligation bonds as they become due. After the principal and interest on all of the outstanding bonds have been paid, the remaining funds in the escrow account, together with any interest thereon, shall be returned to the County. The transactions, balances, and liabilities of the escrow account are not recorded by the County.

The amount of the refunded general obligation bonds that was considered extinguished and, therefore, excluded from long-term debt was \$4,100,000 at June 30, 2007.

The reacquisition price exceeded the net carrying amount of the old debt by \$255,842. This amount has been netted against the new debt and is being amortized over the remaining life of the new debt issued, which is shorter than the life of the refunded debt. During the year ended June 30, 2007, \$21,324 of the deferred charges were amortized to interest expense.

#### B. Drainage Warrants/Drainage Improvement Certificates Payable

Drainage warrants are warrants which are legally drawn on drainage district funds but are not paid for lack of funds, in accordance with Chapter 74 of the Code of Iowa. The warrants bear interest at rates in effect at the time the warrants are first presented. Warrants will be paid as funds are available.

Drainage improvement certificates payable represent amounts due to purchasers of drainage improvement certificates. Drainage improvement certificates are waivers that provide for a landowner to pay an improvement assessment in installment payments over a designated number of years with interest at a designated interest rate. The improvement certificates representing those assessments or installments due from the landowner are sold for cash as interest bearing certificates. Funds received from the sale of certificates are used to pay outstanding registered warrants issued to contractors who perform work on drainage district improvements and registered warrants issued for other related costs. Drainage improvement certificates are redeemed and interest paid to the bearer of the certificate upon receipt of the installment payment, plus interest, from the landowner.

Drainage warrants and drainage improvement certificates are paid from the Special Revenue Fund solely from drainage assessments against benefited properties.

#### (9) Pension and Retirement Benefits

The County contributes to the Iowa Public Employees Retirement System (IPERS) which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by State statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, IA, 50306-9117.

#### (9) Pension and Retirement Benefits - (Continued)

Most regular plan members are required to contribute 3.70% of their annual covered salary and the County is required to contribute 5.75% of covered salary. Certain employees in special risk occupations and the County contribute an actuarially determined contribution rate. Contribution requirements are established by State statute. The County's contributions to IPERS for the years ended June 30, 2007, 2006, and 2005, were \$265,036, \$245,562, and \$237,187 respectively, equal to the required contributions for each year.

#### (10) Risk Management

Buena Vista County is exposed to various risks of loss related to torts; theft, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by the purchase of commercial insurance. Settled claims from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years. The County assumes liability for any deductibles and claims in excess of coverage limitations.

#### (11) Employee Health Insurance Plan

The Internal Service Employee Group Health Fund was established to account for the self funding of the County's health insurance benefit plan. The plan is funded by both employee and County contributions and is administered through a service agreement with Wellmark. The agreement is subject to automatic renewal provisions. The County assumes liability for claims up to the individual stop loss limitation of \$35,000. Claims in excess of coverage are insured through purchase of stop loss insurance.

Monthly payments of service fees and plan contributions to the Employee Group Health Fund are recorded as expenditures from the operating funds. Under the administrative services agreement, monthly payments of service fees and claims processed are paid to Wellmark from the Employee Group Health Fund. The County's contribution to the fund for the year ended June 30, 2007, was \$669,459.

Amounts payable from the Employee Group Health Fund at June 30, 2007, total \$14,155, which is for reported but not paid claims. The reserve for catastrophic losses was \$237,615 at June 30, 2007, and is reported as a designation of the Employee Group Health Fund retained earnings. A liability has been established based on the requirements of Governmental Accounting Standards Board Statement Number 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated. Settlements have not exceeded the stop-loss coverage in any of the past three years. A reconciliation of changes in the aggregate liability for claims for the current year is as follows:

Unpaid claims at July 1, 2006	\$ 570
Incurred claims	969,411
Payment on claims during the fiscal year	955,826
Unpaid claims at June 30, 2007	\$ 14,155

#### (12) Jointly Governed Organization

Buena Vista County participates in a 3-County Empowerment Board, which includes Crawford and Sac Counties. This Board is a jointly governed organization formed pursuant to the provisions of Chapter 28E of the Code of Iowa. Financial transactions of this organization are included in the County's financial statements as an agency fund due to the County's fiduciary relationship with the organization. The following financial data is for the year ended June 30, 2007:

Additions:		
Contributions from governmental units:		
Family Steps State funding	\$722,607	
TANF grant	97,280	
CEA Quality Improvement grant	68,478	
Miscellaneous reimbursement	13,050	\$901,415
Miscellaneous reimbursements from private sources		111
Interest income		7,852
Total additions		909,378
Deductions:		
Administration	98,047	
Home management services	316,585	
Preschool expansion project	156,060	
School ready grants	170,426	
Early childhood mini-grants	18,222	
Childcare specialist	77,424	
Transportation	12,694	
Other	18,034	867,492
Net		41,886
Balance beginning of year		280,254
Balance end of year		\$322,140

#### (13) Juvenile Detention Center

The County participates in the Northwest Iowa Multi-county Regional Juvenile Detention Center, a political subdivision created under Chapter 28E of the Code of Iowa. The purpose of the Center is to establish and maintain a juvenile detention facility and related services. The Center does not determine capital allocations of the equity interest for individual participating jurisdictions. The Center issues separate financial statements on the accrual basis, and the transactions of the Center are not included in the financial statements of the County. The Center's activity for the fiscal year ending June 30, 2007, which is the latest information available, is summarized as follows:

Net assets, beginning of year	\$424,375
Revenues	968,195
Expenses	<u>845,665</u>
Net assets, end of year	\$546,905

The financial statements of the center are available at the Center's administrative office in Cherokee, Iowa.

#### (14) Commitments

The County has entered into the following contracts which were not completed as of June 30, 2007:

<u>Project</u>	Total Contract Amount	Costs Incurred As of 6-30-07	Remaining Commitment As of <u>6-30-07</u>
Law Enforcement Center	\$5,207,117	\$4,284,628	\$ 922,489
Comprehensive development plan	80,000	76,160	3,840
Project L-C-785-73-11; 3 box culverts	206,546	194,711	11,835
Resurface 3 miles of M-27 and by Albert City	622,508	536,609	85,899
Public Health software license and training	52,750	47,475	5,275
	\$6,168,921	\$5,139,583	\$1,029,338

The balance remaining at June 30, 2007, will be paid as work on the projects progresses.

#### (15) Accounting Restatements

Beginning fund balance for the internal service fund has been restated to reflect a correction in the beginning fund balance. This restatement is summarized below:

Beginning fund balance, June 30, 2006, as previously reported	\$ 161,062
Correction	59,021
Restated beginning fund balance, June 30, 2006	\$ 220,083

Beginning net assets for governmental activities has been restated to reflect a correction of an error in capital assets and the above correction. This restatement is summarized below:

Net assets, June 30, 2006, as previously reported	\$ 12,543,288
Correction	82,035
Restated net assets, June 30, 2006	<u>\$ 12,625,323</u>

#### (16) Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

#### (17) Unrestricted Net Assets

As a result of debt which the County has issued for other governmental entities, the unrestricted net assets is a deficit balance of \$(2,461,451) at June 30, 2007. If not for the remaining balance on the debt issued for the hospital, the unrestricted net assets at June 30, 2007, would reflect a surplus of \$1,192,132.

#### (18) Operating Lease

The County has one lease. The Human Services department leases a copy machine. Rental expense incurred for this lease was \$1,479 for the year ended June 30, 2007. Minimum amounts payable under the operating lease are as follows:

Year ending <u>June 30</u> ,	
2008	\$ 2,958
2009	2,958
2010	2,958
2011	2,958
2012	1,479
Total minimum lease payments	\$ 13,311

### REQUIRED SUPPLEMENTARY INFORMATION

### BUENA VISTA COUNTY **BUDGETARY COMPARISON**

### SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND

### **CHANGES IN BALANCES - BUDGET**

### AND ACTUAL (CASH BASIS) - ALL GOVERNMENTAL FUNDS

### REQUIRED SUPPLEMENTARY INFORMATION YEAR ENDED JUNE 30, 2007

		Less Funds					
		Not Required				Final to	
		to be		Budgeted	Amounts 1	Net	
	<u>Actual</u>	Budgeted	<u>Net</u>	<u>Original</u>	Final	Variance	
Receipts:							
Property and other County tax	\$ 6,721,617	\$ -	\$ 6,721,617	\$ 6,648,196	\$ 6,845,508	\$ (123,891)	
Interest and penalty on property tax	43,470	•	43,470	30,900	30,900	12,570	
Intergovernmental	5,273,361	_	5,273,361	4,645,920	4,950,332	323,029	
Licenses and permits	28,343	-	28,343	24,961	24,961	3,382	
Charges for service	584,162		584,162	456,399	456,399	127,763	
Use of money and property	418,743	•	418,743	202,856	202,856	215.887	
Miscellaneous	589,402	147,419	441,983	975,900	1,000,900	(558,917)	
Total receipts	13,659,098	147,419	13.511,679	12,985,132	13,511,856	(177)	
Disbursements:							
Public safety and legal services	2,228,884		2,228,884	2,201,361	2,309,449	80,565	
Physical health and social services	1,049,467	-	1,049,467	1,143,823	1,188,823	139,356	
Mental health	1,489,585	-	1,489,585	1,507,125	1,628,125	138,540	
County environment and education	608,659	_	608,659	712,458	712,458	103,799	
Roads and transportation	3,375,239	~	3,375,239	3,703,765	3,833,765	458,526	
Governmental services to residents	514,662		514,662	519,127	574,934	60,272	
Administration	1,053,241	_	1,053,241	1,130,285	1,141,385	88,144	
Non-program	30,042	_	30.042	34,800	37,800	7,758	
Debt service	1,437,020		1,437,020	1,543,036	1,543,036		
Capital projects	5,947.635	133,935	5,813,700	5,721.050	6,865,850	106,016 1,052,150	
Total disbursements	17,734,434	133,935	17,600,499	18,216,830	19,835,625	2,235,126	
			17,000,172	10,210,370	17,000,000	**************************************	
Excess (deficiency) of receipts over disbursements	(4.075,336)	13,484	(4,088,820)	(5,231,698)	(6,323,769)	(2,234,949)	
Other financing sources, net	5,496,822	(10,252)	5,507,074	126,050	4,857,363	649,711	
Excess (deficiency) of receipts and other financing							
sources over disbursements and other financing uses	1,421,486	3,232	1,418,254	(5,105.648)	(1,466,406)	(2,884,660)	
Balance beginning of year	4,753,239	84.042	4,669,197	8,499,390	4,669,197		
Balance end of year	\$ 6,174,725	\$ 87,274	\$ 6,087,451	\$ 3,393,742	\$ 3,202,791	\$ 2.884,660	

# BUENA VISTA COUNTY BUDGETARY COMPARISON SCHEDULE-BUDGET TO GAAP RECONCILIATION REQUIRED SUPPLEMENTARY INFORMATION YEAR ENDED JUNE 30, 2007

	Governmental Funds						
		Modified					
	Cash	Accrual	Accrual				
	<u>Basis</u>	Adjustments	<u>Basis</u>				
Revenues	\$13,659,098	\$(672,830)	\$12,986,268				
Expenditures	17,734,434	222,877	17,957,311				
Net	(4,075,336)	(895,707)	(4,971,043)				
Other financing sources, net	5,496,822	(34,000)	5,462,822				
Beginning fund balances	4,753,239	527,349	5,280,588				
Ending fund balances	\$ 6,174,725	\$(402,358)	\$ 5,772,367				

# BUENA VISTA COUNTY NOTES TO REQUIRED SUPPLEMENTARY INFORMATION - BUDGETARY REPORTING JUNE 30, 2007

The budgetary comparison is presented as Required Supplementary Information in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the County Board of Supervisors annually adopts a budget on the cash basis following required public notice and hearing for all funds except blended component units and Agency Funds, and appropriates the amount deemed necessary for each of the different County offices and departments. The budget may be amended during the year utilizing similar statutorily prescribed procedures. Encumbrances are not recognized on the cash basis budget and appropriations lapse at year end.

Formal and legal budgetary control is based upon ten major classes of expenditures known as functions, not by fund. These ten functions are: public safety and legal services, physical health and social services, mental health, county environment and education, roads and transportation, governmental services to residents, administration, non-program, debt service, and capital projects. Function disbursements required to be budgeted include disbursements for the General Fund, the Special Revenue Funds, the Debt Service Fund, and the Capital Projects Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. Legal budgetary control is also based upon the appropriation to each office or department. During the year, two budget amendments increased budgeted disbursements by \$1,618,795. The budget amendments are reflected in the final budgeted amounts.

In addition, annual budgets are similarly adopted in accordance with the Code of Iowa by the appropriate governing body as indicated: for the County Extension Office by the County Agricultural Extension Council, for the County Assessor by the County Conference Board, for the E911 System by the E911 Service Board, and for Emergency Management Services by the County Emergency Management Commission.

### OTHER SUPPLEMENTARY INFORMATION

### BUENA VISTA COUNTY COMBINING BALANCE SHEET NONMAJOR GOVERNMENTAL FUNDS JUNE 30, 2007

				Special I	Revenue				
	Local	County	Resource		·····		J.A.		-
	Option	Recorder's	Enhancement	Jail		Conservation	Buckingham	Newell	
	Secondary	Record	and	Security	Drainage	Land	Estate	Cemetery	
	Roads	Management	Protection	<u>Fund</u>	<u>Districts</u>	Acquisition	Trust	Trust	Total
<u>ASSETS</u>									
Cash and pooled investments	\$ 258,747	\$ 17,354	\$ 10,917	\$ 34,547	\$ 87,274	\$ 53,034	\$ 41,157	\$ 1,920	\$ 504,950
Receivables:									
Accounts	44,947	552	364		~	AN	~	~	45,499
Accrued interest	•	28	121	~	-	~	331	2	482
Drainage assessments	**	-	~	-	189,811		-	-	189,811
Due from other governments	30,036		3,355	*	-	=	-	*	33,391
Total assets	\$ 333,730	\$ 17,934	\$ 14,393	\$ 34,547	\$ 277,085	\$ 53,034	\$ 41,488	\$ 1,922	\$ 774,133
LIABILITIES AND FUND BALANCES									
Liabilities:									
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ 735	\$ ~	\$ -	\$ -	<b>\$</b> 735
Interest payable	<u>~</u>	-	_	-	27,719	~	-	-	27,719
Deferred revenue	*		<u>-</u>	_	189,811	4			189,811
Total liabilities		_		*	218,265	*			218,265
Fund balances:									
Reserved for:									
Drainage warrants		_	~	_	(19,258)	-	-	-	(19,258)
Future expenditures	•	-	-	~	78,078	~	₩.		78,078
Unreserved	333,730	17,934	14,393	34,547	*	53,034	41,488	1,922	497,048
Total fund equity	333,730	17,934	14,393	34,547	58,820	53.034	41,488	1,922	555,868
Total liabilities and fund balances	\$ 333,730	\$ 17,934	\$ 14,393	\$ 34,547	\$ 277,085	\$ 53,034	\$ 41,488	\$ 1.922	\$ 774,133

# BUENA VISTA COUNTY COMBINING SCHEDULE OF REVENUES, EXPENDITURES. AND CHANGES IN FUND BALANCES NONMAJOR GOVERNMENTAL FUNDS

YEAR ENDED JUNE 30, 2007

	Special Revenue							
	Local Option Secondary Roads	County Recorder's Records Management	Resource Enhancement and Protection	Jail Security <u>Fund</u>	Drainage Districts	Conservation Land Acquisition	J.A. Buckingham Estate Trust	Newell Cemetery <u>Trust</u>
Revenues:								
Property and other County tax	\$ 399,298	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ - \$
Intergovernmental	-	_	11,745	*	~	-	-	=
Charges for services	~	4,033	*	14,108	~	6,824		-
Use of money and property	••	313	1,357	-	-	8,995	2,515	(84)
Miscellaneous			*	-	147,419	1,416	_	_
Total revenues	399,298	4,346	13,102	14,108	147,419	17,235	2.515	(84)
Expenditures:								
Operating:								
Physical health and social services	••	•	•	-	~	-	30,000	•
Administration		<u>.</u>	•	1,503	-	-	_	-
Non-program	-	1,749	38,000	2	139,665	27,033	-	
Total expenditures		1,749	38,000	1,503	139,665	27,033	30,000	
Excess (deficiency) of revenues over expenditures	399,298	2,597	(24,898)	12,605	7,754	(9,798)	(27,485)	(84)
Other financing sources (uses):								
Operating transfers in (out)	(402,532)	~	_	-	-	1.105	-	
Drainage district warrants	·	-	-	~	(10,252)	-	-	_
Total other financing sources (uses)	(402,532)	*	The state of the s		(10.252)	1,105		-
Excess (deficiency) of revenues and other financing								
sources over expenditures and other financing uses	(3.234)	2,597	(24,898)	12,605	(2,498)	(8,693)	(27,485)	(84)
Fund balances beginning of year	336,964	15,337	39,291	21,942	61,318	61,727	68,973	2,006
Fund balances end of year	\$ 333,730	<u>\$ 17,934</u>	<b>S</b> 14,393	\$ 34.547	\$ 58.820	<b>\$</b> 53,034	\$ 41,488	<u>\$ 1,922                                  </u>

### BUENA VISTA COUNTY COMBINING SCHEDULE OF FIDUCIARY ASSETS AND

### AND LIABILITIES - AGENCY FUNDS

JUNE 30, 2007

Auto License County Agricultural County Community and **Offices** Extension Colleges Assessor Schools Corporations Townships Use Tax Other Total **ASSETS** Cash and pooled investments: County treasurer \$ -1,813 \$ 457,608 \$ 114,658 \$ 5,270 \$ 2.393 46.971 \$ \$ 357,294 \$ 514,056 \$ 1,500,063 Other County officials 61,405 61,405 Receivables: Property tax: Delinquent 775 2,251 47,594 2,200 27,783 662 1.818 83,083 Succeeding year 166.730 484,314 10,301,694 470,420 3,999,135 238,543 381,082 16,041,918 Accounts 5,334 23,205 6.882 35,421 Special assessments 41.831 41,831 Total assets \$ 66,739 \$ 169.318 \$ 944,173 \$10.463,946 \$ 477,890 \$ 4.073,889 \$ 241,598 \$ 364,176 \$ 961,992 \$ 17,763.721 LIABILITIES Accounts payable \$ -\$ 558 \$ \$ \$ \$ \$ \$ 135,361 135,919 ... Due to other governments 38,209 169,318 943,615 10,463,946 477,890 4,073,889 241,598 364,176 822.703 17,595,344 Trusts payable 28,530 3,928 32,458 Total liabilities \$ 66,739 \$ 169,318 \$ 944,173 \$10,463,946 \$ 477,890 \$ 4,073.889 \$ 241,598 \$ 364,176 5 961,992 \$ 17.763.721

Schedule 3

# BUENA VISTA COUNTY COMBINING SCHEDULE OF CHANGES IN FIDUCIARY ASSETS AND LIABILITIES - AGENCY FUNDS YEAR ENDED JUNE 30, 2007

YEAR I	ENDED JUN	√E 30, 2007								Sched
	County Offices	Agricultural <u>Extension</u>	County Assessor	<u>Schools</u>	Community Colleges	Corporations	Townships	Auto License and <u>Use Tax</u>	<u>Other</u>	Tota
ASSETS AND LIABILITIES										
Balances beginning of year	<u>\$ 48,155</u>	\$ 163,077	\$ 784.971	\$10,223,279	\$ 476,827	\$ 3,951,485	<u>\$ 220,559</u>	\$ 331,675	\$ 917,483	<b>\$</b> 17,117.
Additions:										
Property and other County tax E911 surcharge	en en	166,584	484,214	10,292,051	469,958	3.977,497	238,536	~	380,687 167,532	16,009. 167.
State tax credits	*	7,924	20,471	494,979	23.090	183,343	10.900		18,520	759.
Office fees and collections	470,947	-	1,945	-	-	10000	**	•	95,780	56 <b>8</b> .
Auto licenses, use tax, and postage	-	_	-	-	-	_		4,236,922	22,,,,,,,	4,236.
Assessments		ų.	-	•		~	_	*	5,441	5.
Trusts	437.676	-		-	~	~		*	963,064	1.400.
Total additions	908,623	174,508	506.630	10,787,030	493,048	4,160,840	249,436	4.236.922	1,631,024	23.148.
Deductions:										
Agency remittances:										
To other governments	467,300	168,267	347,428	10,546,363	491,985	4,038,436	228,397	4,204,421	676,694	21,169.
Trusts paid our	422,739	-	÷	· •	-		-	-	909,821	1,332,
Total deductions	890,039	168,267	347,428	10,546,363	491,985	4,038,436	228,397	4,204,421	1.586,515	22,501,
Balances end of year	\$ 66,739	\$ 169,318	\$ 944,173	\$10,463.946	\$ 477,890	\$ 4,073,889	\$ 241.598	\$ 364,176	\$ 961,992	<b>\$</b> 17,763,

### BUENA VISTA COUNTY SCHEDULE OF REVENUES BY SOURCE AND EXPENDITURES BY

### FUNCTION - ALL GOVERNMENTAL FUNDS FOR THE LAST SIX YEARS

Schedule 5

	Modified Accrual Basis							
	<u> 2007</u>	2006	2005	2004	2003	2002		
Revenues:								
Property and other County tax	\$ 6,648,612	\$ 6,577,364	\$ 6,388,682	\$ 6,136,029	\$ 4,697,645	\$ 4,337,449		
interest and penalty on property tax	43,470	46,464	34,702	39,269	31,434	29,995		
Intergovernmental	4,998,520	5,072,950	6.021,929	5,401.544	4,388,110	4,382,573		
Licenses and permits	29,037	27,696	32,782	27,954	26,003	26,467		
Charges for service	600,836	625,239	673,495	586,418	503.889	441.771		
Use of money and property	430,698	240,451	151,098	129,839	154,053	220,720		
Miscellaneous	235,095	499,302	367,317	197,088	128,306	59,039		
Total	\$12,986,268	\$13,089,466	<u>\$13,670,005</u>	\$12,518,141	\$ 9,929,440	\$ 9,498,014		
Expenditures:								
Operating:								
Public safety and legal services	\$ 2,208,090	\$ 2,130,132	\$ 1,916,398	\$ 1,891,622	\$ 1,789,460	\$ 1,648,975		
Physical health and social services	1,056,604	987,561	1,022,394	1,081,819	1,167,713	1,063,282		
Mental health	1,496,631	1,407,028	1,255,061	1,170,050	1,126,253	1,236,325		
County environment and education	607,830	642,349	493,960	460,508	471,973	467,927		
Roads and transportation	3,622,293	4,492,826	3,051,873	3,298,592	2,725,349	2,654,654		
Governmental services to residents	512,159	488,654	452,522	436.248	345,670	301,108		
Administration	1,047,527	1,019,714	979,435	963.822	1,009,896	925,179		
Non-program	1,961,898	1,151,855	2,138,420	1,158,653	213,401	85,869		
Debt service	1,051,170	858,289	1,265,592	881,621	693,761	697,150		
Capital projects	4,393,109	710,072	257,978	332,071	1,846,546	633,988		
Total	\$17,957,311	\$13,888,480	\$12,833,633	\$11,675,006	\$11,390,022	\$ 9,714,457		

### Schedule 6

### BUENA VISTA COUNTY SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2007

	CFDA	Agency or Pass-through	Program
Grantor/Program	Number		Expenditures
Indirect:			
U.S. Department of Agriculture:			
Iowa Department of Human Services:			
Human Services Administrative Reimbursements:			
State Administrative Matching Grant for Food	10.561		\$ 9.154
Stamp Program	10.561		p 2.1.1+
U.S. Department of Transportation:			
Iowa Department of Transportation:			
Highway Planning and Construction	20.205	BROS-C011-(65)-8J-11	164,079
		BROS-4395-(601)-8J-1	AND DESCRIPTION OF THE PROPERTY OF THE PROPERT
			297,238
U.S. Department of Health and Human Services:			
lowa Department of Human Services:			
Human Services Administrative Reimbursements:			
Child Care Block Grant	93.037		5
Temporary Assistance for Needy Families	93.558		12,321
Child Care Mandatory and Matching Funds			
of the Child Care and Development Fund	93.596		2,737
Foster Care - Title IV-E	93.658		6,751
Adoption Assistance	93.659		1,380
Medical Assistance Program	93.778		16,096
Social Services Block Grant	93.667		8,099
Refugee and Entrant Assistance	93.566 93.767		22 82
State Children's Insurance Program Social Services Block Grant	93.767		86,617
Social Services Block Grain	93.007		80,017
Iowa Department of Public Health:			
Immunization Grants	93.268	58871426	31,749
Siouxland District Health Department:			
Center for Disease Control and Prevention-			
Investigations and Technical Assistance	93.283	5887BT03-LPHA1104	<u>29,657</u> <u>195,516</u>

(Continued)

## BUENA VISTA COUNTY SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2007

Schedule 6 (Continued)

Grantor/Program	CFDA <u>Number</u>	Agency or Pass-through <u>Number</u>	Program Expenditures
Indirect:			
U.S. Department of Homeland Security:			
Iowa Department of Public Defense:			
Iowa Homeland Security and Emergency			
Management Division:			
Homeland Security Grant Program	97.067		\$ 42,117
Disaster Grants - Public Assistance	97.036		46,048
Emergency Management Performance Grants	97.042		18,242
			106,407
Total			\$608,315

Basis of Presentation - The Schedule of Expenditures of Federal Awards includes the federal grant activity of Buena Vista County and is presented on the modified accrual basis of accounting. The information on this schedule is presented in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

### HUNZELMAN, PUTZIER & CO., PLC CERTIFIED PUBLIC ACCOUNTANTS

JEFFORY B. STARK, C.P.A.
KEITH C. GERMANN, C.P.A.
RICHARD R. MOORE, C.P.A.
WESLEY E. STILLE, C.P.A. (RETIRED)
KENNETH A. PUTZIER, C.P.A. (RETIRED)
W.J. HUNZELMAN, C.P.A. 1921-1997

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# INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

### To the Officials of Buena Vista County:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Buena Vista County, Iowa, as of and for the year ended June 30, 2007, which collectively comprise the County's basic financial statements listed in the table of contents and have issued our report thereon dated March 19, 2008. Our report on the financial statements was qualified because the materials and supplies inventory was not included. Except as discussed in the preceding sentence, we conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered Buena Vista County's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of Buena Vista County's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Buena Vista County's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies and other deficiencies we consider to be material weaknesses.

A control deficiency exists when the design or operation of the control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the County's ability to initiate, authorize, record, process, or report financial data reliably in accordance with U.S. generally accepted accounting principles such that there is more than a remote likelihood a misstatement of Buena Vista County's financial statements that is more than inconsequential will not be prevented or detected by the County's internal control. We consider the deficiencies in internal control described in Part II of the accompanying Schedule of Findings to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood a material misstatement of the financial statements will not be prevented or detected by Buena Vista County's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, of the significant deficiencies described above, we believe all items are material weaknesses.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Buena Vista County's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of noncompliance or other matters that are described in Part III of the accompanying Schedule of Findings.

Comments involving statutory and other legal matters about the County's operations for the year ended June 30, 2007, are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the County. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

Buena Vista County's responses to findings identified in our audit are described in the accompanying Schedule of Findings. While we have expressed our conclusions on the County's responses, we did not audit Buena Vista County's responses and, accordingly, we express no opinion on them.

This report, a public record by law, is intended solely for the information and use of the officials, employees, and citizens of Buena Vista County and other parties to whom Buena Vista County may report including federal awarding agencies and pass-through entities. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of Buena Vista County during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

Hurzelman, Purtyin : lo.

March 19, 2008

### HUNZELMAN, PUTZIER & CO., PLC CERTIFIED PUBLIC ACCOUNTANTS

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## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

To the Officials of Buena Vista County:

### Compliance

We have audited the compliance of Buena Vista County, Iowa, with the types of compliance requirements described in U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2007. Buena Vista County's major federal programs are identified in Part I of the accompanying Schedule of Findings. Compliance with the requirements of laws, regulations, contracts, and grant agreements applicable to each of its major federal programs is the responsibility of Buena Vista County's management. Our responsibility is to express an opinion on Buena Vista County's compliance based on our audit.

We conducted our audit of compliance in accordance with the U.S. generally accepted auditing standards, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether non-compliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Buena Vista County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Buena Vista County's compliance with those requirements.

In our opinion, Buena Vista County complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2007.

### Internal Control Over Compliance

The management of Buena Vista County is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grant agreements applicable to federal programs. In planning and performing our audit, we considered Buena Vista County's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of Buena Vista County's internal control over compliance.

A control deficiency in the County's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect non-compliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the County's ability to administer a federal program such that there is a more than a remote likelihood non-compliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the County's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood material non-compliance with a type of compliance requirement of a federal program will not be prevented or detected by the County's internal control.

Our consideration of internal control over compliance was for the limited purpose described above and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses as defined above.

This report, a public record by law, is intended solely for the information and use of the officials, employees, and citizens of Buena Vista County and other parties to whom Buena Vista County may report, including federal awarding agencies and pass-through entities. This report is not intended to be and should not be used by anyone other than these specified parties.

Hungelman, Partyan & Co.

March 19, 2008

### Part I: Summary of the Independent Auditor's Results:

- (a) A qualified opinion was issued on the financial statements.
- (b) Significant deficiencies in internal control over financial reporting were disclosed by the audit of the financial statements.
- (c) The audit did not disclose any non-compliance which is material to the financial statements.
- (d) No significant deficiencies in internal control over the major programs were disclosed by the audit of the financial statements.
- (e) An unqualified opinion was issued on compliance with requirements applicable to each major program.
- (f) The audit disclosed no findings which were required to be reported in accordance with Office of Management and Budget Circular A-133, Section .510(a).
- (g) Major programs were as follows:
  - CFDA Number 20.205 Highway Planning and Construction
  - CFDA Number 97.036 Disaster Grants Public Assistance
- (h) The dollar threshold used to distinguish between Type A and Type B programs was \$300,000.
- (i) Buena Vista County did not qualify as a low-risk auditee.

### Part II: Findings Related to the Financial Statements:

#### INSTANCES OF NON-COMPLIANCE:

No matters were reported.

#### SIGNIFICANT DEFICIENCIES:

II-A-07 Segregation of Duties - During our review of internal control, the existing procedures are evaluated in order to determine that incompatible duties, from a control standpoint, are not performed by the same employee. This segregation of duties helps to prevent losses from employee error or dishonesty and therefore maximizes the accuracy of the County's financial statements. We noted that generally one or two individuals in an office may have control over areas for which no compensating controls exist.

Recommendation - We realize that with a limited number of office employees, segregation of duties is difficult. However, each official should review the operating procedures of their office to obtain the maximum internal control possible under the circumstances. The official should utilize current personnel to provide additional control through review of financial transactions, reconciliations, and reports. Such reviews should be performed by independent persons to the extent possible, and should be evidenced by initials or signature of the reviewer and the date of the review. Following are controls which should be implemented whenever possible:

- 1. All incoming mail should be opened by an employee who is not authorized to make entries to the accounting records. This employee should prepare a listing of cash and checks received. The mail should then be forwarded to the accounting personnel for processing. Later, the same listing should be compared to the cash receipt records.
- 2. Bank accounts should be reconciled promptly at the end of each month by an individual who does not sign checks, handle or record cash.
- 3. Checks or warrants should be signed by an individual who does not otherwise participate in the preparation of the checks or warrants. Prior to signing, the checks or warrants and the supporting documentation should be reviewed for propriety. After signing, the checks or warrants should be mailed without allowing them to return to individuals who prepare the checks or warrants, or approve vouchers for payment.

<u>Response</u> - To the degree possible in the various departments, incoming mail is opened and checks and cash listed by a person not authorized to make accounting entries. Checks and cash are then turned over to accounting personnel for processing. The list of checks and cash is later reconciled with cash receipt records.

To the degree possible in each department, bank accounts are reconciled promptly by a staff person who is not authorized to sign checks.

To the degree possible in the departments, the following responsibilities are segregated: approval of supporting documentation of claims submitted, preparing and recording of disbursements, reviewing of warrants with original claim documentation, and handling of petty cash.

Conclusion - Response accepted.

### Part II: Findings Related to the Financial Statements: - (Continued)

#### SIGNIFICANT DEFICIENCIES - (Continued)

II-B-07 Materials and Supplies Inventory - The financial statements do not include materials and supplies inventory, pertaining primarily to the Special Revenue Funds. The amounts of such inventories are not determinable because no count has been taken by the County.

<u>Recommendation</u> - The County should make appropriate counts of materials and supplies inventory on hand at June 30 each year and determine the cost to be included in the annual financial statements in order to conform with generally accepted accounting principles. The annual count should be coordinated with the independent auditors who will need to observe the inventory counting procedures.

Response - At the current time, sufficient resources are not available to perform this inventory on June 30. However, an annual inventory is taken at another time during the fiscal year for management purposes. The Board of Supervisors has determined that this inventory is satisfactory for management's need, and that the cost of changing to a June 30 inventory exceeds the benefit to be gained.

<u>Conclusion</u> - Response accepted.

II-C-07 Financial Reporting - Reporting financial data reliably in accordance with U.S. generally accepted accounting principles (GAAP) requires management to possess sufficient knowledge and expertise to select and apply accounting principles and prepare year-end financial statements, including footnote disclosures. Management presently lacks the qualifications and training to appropriately fulfill these responsibilities, which is common in small entities.

<u>Recommendation</u> - Obtaining additional GAAP knowledge through reading relevant accounting literature and attending local professional education courses should help management significantly improve in the ability to prepare and take responsibility for reliable GAAP financial statements.

Response - Management has addressed this control risk by engaging an independent Certified Public Accountant to prepare the financial statements. We have also appointed persons with sufficient knowledge to evaluate the preparation of the financial statements, and have reviewed and accepted the financial statements.

<u>Conclusion</u> - Response accepted.

II-D-07 <u>Unbudgeted Disbursement</u> - The Sheriff's inmate account included approximately \$11,300 commissions received on phone card sales. Subsequently, approximately \$9.800 was disbursed to purchase a washer and dryer for the jail.

<u>Recommendation</u> – The funds received should have been deposited with the County Treasurer and the disbursement should have been approved by the Supervisors and recorded in the Sheriff's budget.

### Part II: Findings Related to the Financial Statements: - (Continued)

II-D-07 <u>Unbudgeted Disbursement</u> - (Continued)

Response - The procedural error in signing over the inmate phone card account revenue to the vendor providing the washer and dryer for the jail is acknowledged. It shall be the policy that all revenues shall be deposited with the Treasurer, and the payment for goods and services will be authorized through the regular budget process.

Conclusion - Response accepted.

### Part III: Findings and Questioned Costs for Federal Awards:

#### INSTANCES OF NON-COMPLIANCE:

No matters were reported.

### Part IV: Other Findings Related to Required Statutory Reporting:

IV-A-07 <u>Certified Budget</u> - Disbursements in the Board of Supervisors and Clerk of Court departments exceeded the amounts budgeted prior to the May 29, 2007, budgeted amendment.

<u>Recommendation</u> - The budget should have been amended in accordance with Chapter 331.435 of the Code of Iowa before disbursements were allowed to exceed the budget.

<u>Response</u> - The Board will review departmental budget reports monthly and prepare a budget amendment prior to allowing expenditures which would result in exceeding approved amounts.

Conclusion - Response accepted.

- IV-B-07 <u>Questionable Expenditures</u> No expenditures were noted that we believe may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979.
- IV-C-07 <u>Travel Expense</u> No expenditures of County money for travel expense of spouses of County officials or employees were noted.
- IV-D-07 <u>Business Transactions</u> No business transactions between the County and County officials or employees were noted.
- IV-E-07 <u>Bond Coverage</u> Surety bond coverage of County officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure that coverage is adequate for current operations.
- IV-F-07 Board Minutes No transactions were found that we believe should have been approved in the Board minutes but were not. However, the published minutes did not contain a list of claims and the purpose as required by Chapter 349.18 of the Code of Iowa and several Attorney General's opinions.

### Part IV: Other Findings Related to Required Statutory Reporting: - (Continued)

IV-F-07 Board Minutes - (Continued)

<u>Recommendation</u> - Published minutes should contain a list of all approved claims and the purpose of the claim.

<u>Response</u> - Since we do not receive inquiries about this information, and in an attempt to manage the cost of publication, the Board of Supervisors has directed that a list of the claims paid should be published quarterly, including the vendor and amount. More complete information is available by request.

<u>Conclusion</u> - Response accepted.

- IV-G-07 Deposits and Investments No instances of non-compliance with the deposit and investment provisions of Chapter 12B and 12C of the Code of Iowa and the County's investment policy were noted.
- IV-H-07 Resource Enhancement and Protection Certification The County has dedicated property tax revenue to conservation purposes sufficient to meet the requirements of Chapter 455 A.19(1)(b) of the Code of Iowa in order to receive additional REAP funds allocated in accordance with subsections (b)(2) and (b)(3).
- IV-I-07 County Extension Office The County Extension Office is operated under the authority of Chapter 176A of the Code of Iowa and serves as an agency of the State of Iowa. This fund is administered by an extension council separate and distinct from County operations and, consequently, is not included in Exhibits A or B. Disbursements during the year ended June 30, 2007, for the County Extension Office did not exceed the amount budgeted.
- II-J-07 <u>Carryover of Compensatory Hours</u> Unused compensatory time for three employees in Public Health, two in the Sheriff's department, and one each in the Recorder's and Conservation departments appears to be in excess of established policies as of June 30, 2007.

<u>Recommendation</u> - Unused compensatory hours should be monitored closely to determine that they are within County policy and legal guidelines.

<u>Response</u> – The Board of Supervisors requested that the Department Heads provide documentation of their plans and progress for correcting this matter.

At the end of FY '07 in Public Health, three employees had earned compensatory time during the search and hiring of a new administrator. They covered management duties in addition to their regular duties resulting in balances over the 40 hour departmental maximum. One of the three is terminating her employment in the very near future and her compensatory time will be paid out. The other two employees will be taking their time off as soon as possible, but by the end of the current fiscal year.

The two Sheriff's Deputies have been instructed to take some time off to draw down their time. They are to take a day here and there when appropriate to avoid scheduling issues.

The Recorder has scheduled a number of days in the current year for her employee to use her compensatory hours.

### Part IV: Other Findings Related to Required Statutory Reporting: - (Continued)

II-J-07 Carryover of Compensatory Hours - (Continued)

To date (3/21/08), the Conservation Director has used his excess compensatory time over the 80 hour maximum by 39% and he is continuing to reduce the time as much as possible.

Conclusion - Response accepted.

IV-K-07 Department Heads Vacation Carryover - The department heads of E911 and Conservation had approximately 582 hours and 664 hours, respectively, of accrued vacation as of June 30, 2007. Although the County's policy allows the carryover of vacation with department head approval, these amounts result in a current liability which may become a substantial payment at a future date.

<u>Recommendation</u> - To avoid a possible substantial payment in the future, the Board should consider eliminating some of this carryover through payments or paid time off.

<u>Response</u> - The Board of Supervisors requested that the Department Heads provide documentation of their plans and progress for correcting this matter.

The E911 Administrator had reduced his 6/30/07 accrued vacations hours by 189 hours by 12/11/08, his anniversary date.

The Conservation Director has been paid for his accrued vacation and his vacation leave is now within the approved carryover limit.

Conclusion - Response accepted.